

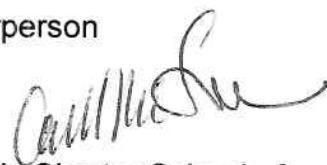


**STATE OF HAWAII
BOARD OF EDUCATION**

P. O. BOX 2360
HONOLULU, HAWAII 96804

January 26, 2011

TO: The Honorable Garrett Toguchi, Chairperson
Board of Education

FROM: Carol Mon Lee, Esq., Chairperson 
Board Committee on Legislation, Public Charter Schools &
Public Libraries

SUBJECT: Discussion/Action Regarding Aligning Hawaii State Public Library System
(HSPLS) Capital Improvement Projects (CIP) and HSPLS New,
Expanded, and Replacement Library CIP Projects, as Prioritized, to Its
CIP Matrix

1. RECOMMENDATION

It is recommended that the Board of Education (Board) approve the Hawaii State Public Library System's (HSPLS) recommendation to align the HSPLS Health and Safety Improvement Projects Priority List and the HSPLS New, Expanded, and Replacement Libraries Priority List to the HSPLS CIP Priority Matrix.

2. RECOMMENDED EFFECTIVE DATE

Upon Board approval.

3. RECOMMENDED COMPLIANCE DATE

Upon Board approval.

4. DISCUSSION

a. Condition leading to the recommendation

In the effort to more objectively address and prioritize necessary CIP health and safety projects, and to provide a framework for the prioritization

of expanded, replacement, and new library construction projects, HSPLS developed a CIP Priority Matrix in April 2008.

- b. Previous action of the Board on the same or similar matter

On April 15, 2008, the Board approved the HSPLS CIP Matrix with the attached prioritized listing of CIP projects and new, expanded, and replacement libraries. HSPLS developed its CIP Priority List based on consultations with the Department of Accounting and General Services (DAGS), library branch staff, and professional consultants, including engineers and architects. HSPLS indicated that DAGS personnel and HSPLS staff conduct annual inspections of all libraries to continually update and adjust the project listings and related costs.

- c. Other policies affected

None.

- d. Arguments in support of the recommendation

The proposed HSPLS CIP Priority Matrix and HSPLS Priorities' Lists will provide community stakeholders with objective criteria that HSPLS considers in prioritizing various library projects. Alignment of the HSPLS CIP list with HSPLS's CIP Priority Matrix will provide objective support for project priorities and be a valuable planning tool for HSPLS.

- e. Arguments against the recommendation

None.

- f. Findings and conclusions of the Board committee

On January 26, 2011, the Board Committee on Legislation, Public Charter Schools & Public Libraries recommended that the Board approve HSPLS's recommendation to align the HSPLS Health and Safety Improvement Projects Priority List and the HSPLS New, Expanded, and Replacement Libraries Priority List to the HSPLS CIP Priority Matrix. HSPLS also indicated that it would submit a revised list to the Committee, of HSPLS's backlogged Health and Safety Projects that includes the Priority Matrix category, which was inadvertently omitted.

- g. Other agencies or departments of the State involved in the action

DAGS will be affected by the action as DAGS is responsible for the administration of all new construction and maintenance-related services for HSPLS libraries in accordance with HSPLS's current Facility Repair and Maintenance Memorandum of Agreement. HSPLS will continue to work with DAGS to provide safe library facilities and grounds, and plan, design, and construct new, expanded, and replacement libraries.

- h. Possible reaction of the public, professional organizations, union, Department of Education staff and/or others to the recommendations

HSPLS hopes that the alignment of the various CIP priority lists to its CIP Matrix will provide a good, logical understanding of all the potential factors affecting the planning and prioritization of various library projects.

- i. Educational implications

None.

- j. Personnel implications

As existing libraries are expanded and new libraries are constructed, additional public service staff will be required. HSPLS will need significant additional appropriated funds from the Legislature that the Board and HSPLS will need to advocate and support.

- k. Facilities implications

HSPLS's first priority must be to provide safe and secure facilities for its patrons. The alignment will affect the order in which projects are initiated based on the CIP Matrix.

- l. Financial implications

The planning, design, and construction of expanded and new library projects is a multi-million dollar undertaking that will require broad-based community support and the support of the Board, the Legislature, and the Executive Branch. The proposed alignment of HSPLS's CIP Matrix with its Project Priority Lists will affect how HSPLS prepares and develops its Fiscal Biennium Budget Requests for HSPLS CIPs, which are presented to the Board for discussion and approval, and then sent to the Governor and the Legislature. Additional staff will require increased funding for HSPLS personnel.

5. **OTHER SUPPLEMENTARY RECOMMENDATIONS**

None.

Attachments